

MEDWAY AND DISTRICT CALEDONIAN ASSOCIATION CONSTITUTION

REVISED 2011

1. Name

- 1.i The Association shall be called “The Medway and District Caledonian Association”.
- 1.ii It shall be non-sectarian and non-political.

2. The objects of the Association shall be:

- 2.i To promote fellowship and friendship among members
- 2.ii To maintain, as far as possible, the traditions and customs of Scotland
- 2.iii To maintain links with bodies having purposes similar to the objects of the Association
- 2.iv To assist, when possible, deserving members, Scottish and local charities and, exceptionally, national and International charities

3. Membership

- 3.i The Association shall consist of Ordinary Members, Associate Members and Honorary Members (each of whom is hereinafter referred to, except where the context requires otherwise, as a “Member”, and all of whom, together are referred to as “the Membership”).
- 3.ii All persons connected with Scotland by birth, marriage or descent who are aged 16 or over shall be eligible for membership and, if elected, shall be considered Ordinary Members.
- 3.iii Other persons aged 16 or over shall be eligible for membership and, if elected, shall be considered Associate Members.
- 3.iv Members who have performed some outstanding service for the Association may, on the recommendations of the Council, be elected Honorary Members by the Association in General Meeting.
- 3.v All Members shall have equal voting rights.
- 3.vi Members may bring with them to the Association’s meetings, functions and other events, persons under the age of 16 who need not be related to them.

4. Management

- 4.i The management of the affairs of the Association shall be vested in a Council consisting of: President, Vice-President, Honorary Secretary, Honorary Treasurer and eight other Members.
- 4.ii The Council shall be elected annually.
- 4.iii No person shall hold the office of President or Vice-President for more than 2 consecutive years.

- 4.iv Five shall form a quorum.
 - 4.v The Council shall have power to co-opt members to it, to appoint sub-committees and to appoint additional members to assist on such sub-committees.
5. Applications for Membership shall be signed by two Members of the Association and considered for election by the Council, whose decision shall be final.
6. The Annual General Meeting of the Association shall be held in the month of April, one fifth of the Membership to form a quorum. Written notice of the meeting and the nature of the business shall be given to each member. (Exceptions: See clause 8iii below)
7. **Subscription**
- 7.i The annual subscription shall, subject to sub-paragraph 3 below, be at such rate as the Association, on the recommendation of the council, decide from time to time in general meeting (the rate prevailing in 1986/7 of £1 to remain in force until changed under this subparagraph).
 - 7.ii The annual subscription for each year shall be payable in advance on 1st March in that year.
 - 7.iii A person who pays his or her annual subscription before the Annual General Meeting at the rate prevailing at the time of payment shall be deemed to have duly paid it at any higher rate decided at that meeting.
 - 7.iv Any member whose annual subscription is due but not paid before the AGM shall be ineligible to vote and may, at the discretion of the Council, be removed from Membership of the Association.
 - 7.v On payment of such sum as the Association, on the recommendation of the Council, decide from time to time in general meeting (the sum prevailing in 1986/7 of £5 to remain in force until changed under this sub-paragraph), a Member shall be excused for the rest of his or her life from the obligation to pay annual subscriptions.
 - 7.vi Honorary Members shall not pay anything under this paragraph.
8. **Inactive Members**
- 8.i A Member who is, under paragraph 7(v) above, exempt for life from the obligation to pay annual subscriptions and who has, for a period of one year attended no meetings, functions or other events of the Association may thereafter, and for so long as he or she continues not to do so, be deemed by the Council to be an Inactive Member for the purposes of sub-paragraph 8(ii) below.
 - 8.ii Inactive Members shall not be included in the Membership for the purpose of determining the quorum for general meetings of the Association.

- 8.iii Agenda papers for Annual or Extraordinary General Meetings will not be sent to Inactive Members except on specific request to the Honorary Secretary.
9. The Honorary Secretary shall give notice of all the meetings of the Association and of the Council, attend such meetings and write minutes, take care of the records and documents of the Association and generally manage and conduct, under the control of the Council, the affairs of the Association.
10. The Honorary Treasurer shall keep an account of all the Association's receipts and expenditures, submit a Statement of Accounts to the Council at each Council meeting and present an audited Statement of Accounts to 28th February in each year to the AGM.
11. **Bank Accounts**
- 11.i Withdrawals from the Association's bank, building society or other accounts shall be authorised by the signature of the Honorary Treasurer and countersigned by one of the following: the President, Vice-President or Honorary Secretary, provided that the two signatories do not belong to the same household.
- 11.ii Transfers of funds between two accounts (not amounting to withdrawals) may be effected on such authority and with such procedure as may be decided from time to time by the Council (the authority and procedure prevailing in 1986 to remain in force until changed under this sub-paragraph).
12. **Constitution Amendments**
- 12.i This Constitution may be amended by resolution of an annual or special general meeting passed by a majority of not less than three-quarters of members present and voting.
- 12.ii Notice of the resolution must be given in writing to the Honorary Secretary not less than 28 days before the meeting and such notice must be given to all members of the Association not less than 14 days before the meeting.
13. Special general meetings of the Association may be called at any time by the Council and shall be called upon a request to the Honorary Secretary, stating the purpose of the meeting and signed by one quarter of the Membership.
14. Any Member who, in the opinion of the Council, has acted in a manner detrimental to the interests of the Association may be removed from membership by the Council.